

STATE OF CALIFORNIA
DEPARTMENT OF MOTOR VEHICLES

VEHICLE INDUSTRY NEWS

VIN 2002-7

Subject : Wholesale Report of Sale

Background

The Wholesale Report of Sale (REG 396) is used for reporting sales of used vehicles from dealer to dealer. Wholesale auto auction dealers must report vehicle sales on a Vehicle Auction Wholesale Report of Sale (REG 398). If a vehicle does not have a license plate number, or is from out of state, that information must be stated on the form. Voided forms should not be submitted to the department.

Procedures

When a REG 396 or a REG 398 is submitted, fill it out completely.

- If the vehicle does **not** have a license plate, print **"No plate"** in the license plate box.
- If the vehicle's license plate is from **out of state**, print **"O/S "** in the license plate box.

Voided REG 396/398

- Do **not** submit **voided** forms.
- Retain voided forms in your records for a minimum of four years.
- Complete a Statement of Facts (REG 256) stating the circumstances of the error and keep it with your records.

Reference

Handbook for Dealers and Registration Services Chapter 3.

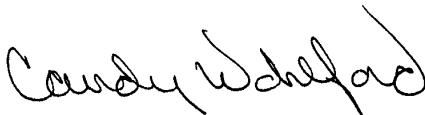
Distribution

This memo was distributed in August 2002 to the following:

- Dealers
- Registration Services

Contact

- Your local DMV field office regarding questions on processing transactions.
- The DMV Customer Communications Section at (916) 657-6560 for further clarification of this memo. Upon request, this document can be produced in Braille or large print.



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Communication Programs Division